



# Washington Military Department

## JOB OPPORTUNITY

Recruitment # LL-04-006-OC JLC

Open to the Public

## CONSTRUCTION & MAINTENANCE SUPERINTENDENT 2

\$3134-4013 per month (range 51)

### LOCATION

There is one opening with the Washington Military Department in Yakima Washington. This register will be used to fill vacancies as they occur in Yakima (39.5)

### DUTIES

Under the director of the Facilities Operations and Maintenance Managers, supervises the field operations for maintenance and minor construction/repair projects for the Central/East Region. The region supports 16 locations throughout Central and Eastern Washington with facilities ranging in size up to 76,000 square feet.

This position supervises six employees which includes three Plant Mechanics, two General Repairers, and an HVAC Technician.

### WHO MAY APPLY

This recruitment is open to anyone who meets the requirements. The State of Washington is an equal opportunity employer.

### REQUIREMENTS

Six years of construction experience, including two years of experience at a level equivalent to a construction superintendent.

College training involving a major study in engineering or architecture may substitute, year for year, for the non-supervisory experience.

### SPECIAL NOTE.

This position requires the ability to work at geographically separate locations throughout Eastern Washington approximately 20 percent of the time, which includes occasional overnight stays.

### HOW TO APPLY

Send a completed Washington State job application to:  
Nancy Caldwell  
Military Department HR Office  
Camp Murray, Bldg #33  
Olympia, WA 98430-5006  
(253) 512-7522

Initial screening will be based solely on the information contained in your application. You should keep a copy of your application for your files. .

See other side for important examination information.

This announcement is published by the Washington Military Department. The State of Washington is an equal opportunity employer. Persons with a disability who need assistance in the application or testing process, or those needing this announcement in an alternative format, may call (253) 512-7522 or the Telecommunications Device for the Deaf (360) 664-6211.

CONSTRUCTION AND MAINTENANCE  
SUPERINTENDENT 2 (70620)

Opens: September 27, 2004  
Closes: October 18, 2004

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**AGENCY OVERVIEW**

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The Washington Military Department has three major operational divisions: Emergency Management Division; Army National Guard; and Air National Guard. These divisions utilize state and federal resources to perform homeland defense; homeland security; and emergency mitigation, preparedness, response and recovery activities. The Department has a strong culture of service. Our mission is to protect citizens, their property and the environment on a 24/7 basis, as well as provide training to military units for domestic emergencies and national defense.

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**EXAMINATION PROCEDURE**

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The following examination is an evaluation of your experience and training. We will mail your score to you, but we cannot tell you your ranking on the list of job applicants.

**INSTRUCTIONS:** Type or write your responses to these exam items on additional sheets of paper, numbering your responses to correspond with each item listed. Place your name and social security number on each sheet of paper and attach the sheets to your completed application. **The raters will score only those responses that contain the requested information.** Additional information will not be accepted after the closing date of this announcement.

**EDUCATION AND TRAINING:**

List college, vocational-technical, in-service, or military course work or training programs you have successfully completed in the subject areas listed below. Include name of school or class sponsor, location, dates attended, and the number of class hours or college quarter or semester credits you were awarded. Specify any certificates, degrees, licenses, or journey-level status earned. List your responses in the following order:

1. Construction management, building construction, or closely related
2. Business, purchasing, budgeting, estimating, or closely related
3. Surveying, drafting, hydraulics, engineering, architecture, or closely related
4. Management, supervision, leadership, or closely related
5. Carpentry
6. Electricity
7. Plumbing

**EXPERIENCE:**

Write a brief description of your experience with each of the following types of work activities. For each item in which you have had experience, include your job title, your employer, the number of months in which you were employed in that capacity, and your duties and responsibilities. Always include this information, as well as other information requested.

1. **CONSTRUCTION/MAINTENANCE:** (Be specific in describing your involvement with the following projects, i.e., whether you did carpentry, plumbing, inspection, installation, repair, maintenance, leading a crew, supervision, project management, engineering, etc.)
  - (a) New buildings
  - (b) Historical or older buildings
  - (c) Cabinetry
  - (d) Marine projects (e.g., piers, docs, floats, boat launches, dikes)
  - (e) Dams or drainage and water control structures
  - (f) Concrete or masonry structures (e.g., slabs, footings, walls, fireplaces)
  - (g) Roads or parking areas

- (h) Sewer or septic systems
  - (i) Domestic or irrigation water systems
  - (j) Grounds, landscaping, or trails
2. **SUPERVISION:** Include the number of workers you supervised over one period of time and whether you were responsible for selection of employees, planning and scheduling work, corrective or disciplinary action, training, and writing performance evaluations for:
- (a) Electricians
  - (b) Plumbers
  - (c) Carpenters
  - (d) Crew of construction trades workers
  - (e) Heavy equipment operators
3. **CONSTRUCTION MANAGEMENT:**
- (a) Monitoring, managing, or supervising crew(s) working on a project. (Specify number of crews you managed.)
  - (b) Monitoring, managing, or supervising a crew working under contract.
  - (c) Developing and administering contracts, including the finalization and implementation of contracts and the documentation of the construction and maintenance process.
  - (d) Developing an operating budget or construction project budget for approval by a higher level.
  - (e) Implementing budgets and working within the parameters of a final budget.
  - (f) Acquiring permits for construction projects (e.g., building, health, shoreline permits). Specify types of permits.

**Keep a copy of your application and these exam responses. You may be asked about them at the time of an interview.**